



# PUBLIC NOTICE

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## MEDIA BUREAU ANNOUNCES OPENING OF FILING WINDOW FOR 2017 BIENNIAL OWNERSHIP REPORTS ON FCC FORMS 323 AND 323-E

**Filing Window: December 1, 2017 – March 2, 2018**

The Media Bureau announces the availability of FCC Forms 323 and 323-E in the Commission's Licensing and Management System (LMS),<sup>1</sup> and reminds the licensees of broadcast stations that the 2017 filing window for the submission of biennial broadcast ownership reports opens tomorrow, December 1, 2017. All biennial ownership reports must be filed by the extended deadline of March 2, 2018.<sup>2</sup> All licensees of commercial and noncommercial AM, FM, TV, LPTV, and Class A stations, as well as all entities with attributable interests in such stations, are required to file Form 323 (commercial) or Form 323-E (noncommercial) on or before March 2, 2018. Filings must include information reflecting ownership interests existing as of October 1, 2017. Both the Form 323 and 323-E must be filed electronically using LMS. Paper submissions will not be accepted.

There are many resources available for those seeking filing assistance. Instructions to Forms 323 and 323-E and answers to Frequently Asked Questions are available at <https://www.fcc.gov/media/ownership-report-commercial-broadcast-station-form-323>. This page also contains a link to the recent November 28, 2017 Information Session during which Media Bureau staff demonstrated the drafting and filing of commercial and noncommercial biennial broadcast ownership reports in LMS. The Bureau encourages filers to use care in preparing their submissions and to submit their Forms 323 and 323-E filings well in advance of the deadline whenever possible.

Filers who have questions regarding basic filing requirements or who need assistance logging into LMS or accessing Forms 323 and 323-E should contact the Commission at (877) 480-3201 (Option 2), Monday – Friday, 8:00 am – 6:00 pm ET, or submit a request online at <https://fccprod.service-now.com/auls?id=esupport>. For all other biennial Forms 323 and 323-E ownership report inquiries, please send a detailed e-mail to [form323@fcc.gov](mailto:form323@fcc.gov). The CORES Help Desk is available to assist with standard CORES FCC Registration Number (FRN) and/or Restricted Use FRN registration. Please contact the CORES Help Desk at (202) 418-4120, Monday – Friday, 8:00 am – 6:00 pm ET, or [CORESHelpDesk@fcc.gov](mailto:CORESHelpDesk@fcc.gov). Press inquiries should be directed to Janice Wise at (202) 418-8165.

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<sup>1</sup> Previously, Forms 323 and 323-E were filed via the Commission's Consolidated Database System (CDBS). The CDBS versions of these forms, however, have now been retired, and beginning December 1<sup>st</sup> ownership reports can only be filed using LMS. See *Media Bureau Announces Retirement of CDBS Versions of Forms 323 and 323-E*, Public Notice, DA 17-1116 (MB Nov. 16, 2017).

<sup>2</sup> *Promoting Diversification of Ownership in the Broadcasting Services et al.*, Order, 32 FCC Red 6720 (MB 2017).